



**MINUTES
CITY COUNCIL MEETING
June 16, 2020**

CALL TO ORDER

The meeting was called to order at 6:32 pm.

Present: Mayor: Charlie Miner (telephonic); Council: Deirdre Kvale (telephonic), Michelle Jerde (telephonic), Jahn Dyvik (telephonic), and Tom Skjaret (telephonic)

Staff Present: City Administrator: Scott Weske (in person); Public Works Director: Sean Diercks (telephonic); Fire Chief: James Van Eyll (telephonic); City Engineer: Alex Miller (telephonic); and City Clerk: Jeanette Moeller (in person)

Absent: None

PLEDGE OF ALLEGIANCE

MAYOR'S COMMENTS - LONG LAKE NEWS, MEETING REVIEW AND UPDATES

Mayor Miner offered the following comments and updates:

Mayor Miner hoped everyone had been out enjoying the nice weather. He personally had spent some time over the weekend enjoying the City's trail options. With restaurants now offering outdoor seating and able to seat customers indoors, he was also hopeful that folks were able to get out a little more while continuing to be safe.

He noted that Buckhorn Days, originally scheduled for June 20, would not be happening as originally planned due to the pandemic.

APPROVE AGENDA

A motion was made by Skjaret, seconded by Jerde, to approve the Agenda as presented. Ayes: all by roll call.

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of June 2, 2020 City Council Meeting
- B. Receive Unofficial Draft Minutes of May 19, 2020 Economic Development Authority Meeting
- C. Approve Vendor Claims and Payroll
- D. Adopt Resolution No. 2020-20 Approving a Salary Step Increase for Public Works Maintenance Worker Mike Belland Due to Having a Satisfactory Performance Review
- E. Approve Proposal From Southwest Assessing to Provide City Assessor Services From July 1, 2020 Through June 30, 2021 and Authorize Staff to Execute the Contract for Services
- F. Adopt Resolution No. 2020-21 Appointing Election Judges for the 2020 State Primary and General Elections and Establishing an Absentee Ballot Board

Regarding Consent Agenda Item No. 5E, Council member Kvale questioned how often the City goes out to bid to review proposals from contract assessors. Weske indicated that the internally driven policy has been to review contracts for services every ten years.

Referencing Consent Agenda Item No. 5F, Mayor Miner questioned whether the City's election judge wages were in line with other communities. Weske confirmed that the City's 2020 election judge wages were comparable with local communities, and indicated that wages had been raised \$0.50 for positions of election judge and head election judge for this election year.

A motion was made by Dyvik, seconded by Skjaret, to approve the Consent Agenda. Ayes: all by roll call.

OPEN CORRESPONDENCE

There were no comments submitted to be heard during Open Correspondence.

BUSINESS ITEMS

Discuss District 4 Sewer Televising Report/Summary

Public Works Director Diercks recalled that back in December, the Council had approved televising sanitary sewer District 4 lines to take place during spring 2020. The televising project had occurred in March and April in order to emulate high flows with snow melt underway. Though this spring's snowfall was significantly less than the record snow and rains of the prior year, plenty of footage was obtained through televising that has shown there are many deficiencies and repairs needed in District 4, particularly in the western half of the area.

Diercks described different types of deficiencies found including separated joints, holes in pipe, offset joints, root intrusions, intruding taps, and sags in lines; displayed a color map highlighting the deficiencies found in District 4; provided a detailed review of deficiencies found in areas within the district; and responded to Council member questions regarding deficiencies, how and where they occurred, and where and how to prioritize repairs.

Diercks recommended focusing to start on repair with direct correlation to pipes, including offsets, joint issues, and areas with holes. He would also recommend City Engineer Miller and her team be engaged to review the televising footage closer and ask that they assist the City in determining the best course of action as far as integrity of pipe conditions. He clarified that sanitary sewer pipes are roughly located eight to ten feet deep, and some repairs will require breaking through roadway pavement.

Council member Dyvik reflected that though the news was not good, the information was great to have. He noted that the rest of the story will be related to how much infiltration is coming into the system from all the repair points, and indicated that information would help in prioritizing repair actions. Diercks expected that as part of the City Engineer's review, WSB would be categorizing areas with issues and their different degrees of I/I.

Council member Kvale pointed out that it appeared there was a significant amount of sags documented.

Diercks explained that the sags identified were found in eight-inch clay pipe that has been in the ground for close to 60 years. The ground in Long Lake is volatile and likes to move, which will cause sags to occur.

Related to sewer considerations, Council member Dyvik inquired whether adding housing density through redevelopment of Virginia Avenue would stress sewer pipe in the area. Diercks replied that he was under the assumption sanitary sewer pipe would be redone by the developer. He noted that he would have to look at whether new pipe could connect to the interceptor line in the Brown Road area.

Diercks mentioned that a resident on Watertown Road is experiencing major issues with their service line and will be cutting into the road potentially the next day. In the next couple weeks Public Works will be obtaining proposals for sealcoating to include Watertown Road which will hopefully cover up the area to be cut once repairs are complete.

Mayor Miner welcomed City Engineer Miller to add any comments.

Miller indicated she was in attendance at the meeting to take in information on the City's analysis of televising information thus far. She concurred with Diercks' recommendation that prioritizing offsets, holes in pipe, and targeting those issues categorized as "gushers" would be good to address first to target reducing infiltration.

Weske noted that it should be remembered that the goal of repairs and lining is to reduce I/I, and being proactive to repair issues categorized as "gushers", "runners" or "drippers" will hopefully lead to a reduction in the City's fees paid to Metropolitan Council. Some of the holes in pipe could be contributing as much as three million gallons of I/I to the system, and if those can be repaired it will reduce I/I by a noteworthy chunk.

Mayor Miner asked whether the data received from televising would essentially "seal the deal" for replacing utilities during reconstruction of Grand Avenue.

Diercks confirmed that knowing the condition of both sewer and watermain in the area, he would have a hard time recommending anything other than reconstruction. He noted that including Grand Avenue in the spray patching project will help improve the appearance and condition of the street to provide some time for the City to figure out how it will proceed. Regarding other potential street sections in a future street improvement project, he indicated that he suspected utilities in the areas of Upper Lea Lane and Lakeview Avenue could potentially be lined rather than reconstructed.

Mayor Miner sought confirmation that the next step will be for WSB to review the televising video and provide the City with further recommendations.

City Engineer Miller stated that she would work with Diercks on a couple different scales of projects and noted that she had average sewer lining pricing data for 2020 to help calculate potential unit pricing estimates for projects. She pointed out that a complicating factor impacting project estimates will be that there may be some areas where the City may prefer to dig and do some repairs before doing lining work.

Mayor Miner encouraged Diercks and Miller to move forward with their work and keep the Council apprised.

Diercks indicated that he believed it would be a good idea to wait on televising other districts until the City has plans to improve District 4 conditions.

Approve City of Long Lake COVID-19 Reintegration/Preparedness Plan

Fire Chief Van Eyll reported that back on March 10, the City Council met and adopted the Long Lake Pandemic Influenza, Droplet, or Airborne Virus Preparedness Plan which outlines the resources needed to continue operations of the City. Long Lake was fortunately able to keep staff working in City buildings throughout this pandemic and maintain social distancing, while closing the City buildings to public access.

Under an Executive Order 20-74 released by the Governor on June 5, critical sector businesses including cities are now required to adopt a COVID-19 Preparedness Plan. Previously only non-critical businesses were required to have a Preparedness Plan prior to reopening. Cities do not have to stop operations while creating a plan, but must adopt a plan by the June 29 deadline.

Van Eyll and City Clerk Moeller worked together to prepare the draft City of Long Lake COVID-19 Reintegration/Preparedness Plan to satisfy the new plan adoption requirement, utilizing a plan template and other plan examples available online as resources to assist in preparing a plan specific to Long Lake operations. Staff is requesting Council approve the plan.

Van Eyll indicated that he and Moeller have met multiple times to discuss election preparation and will continue to work on traffic flow plans to help keep people safe. Regarding in person Council meetings, he will be working with Weske on how best to accommodate members who wish to continue to attend virtually in combination with in person attendance, while trying to prevent audio feedback issues between Zoom and in person attendees. As he has been conversing with other cities, very few have gone back to in person meetings to date, and some are talking about returning to in person meetings in July or August.

A motion was made by Skjaret, seconded by Jerde, to approve the City of Long Lake COVID-19 Reintegration/Preparedness Plan. Ayes: all by roll call.

Verbal Updates From Fire Chief / Emergency Manager

Fire Chief Van Eyll provided updates and responded to Council questions, discussing the following:

In addition to working with Moeller for Long Lake elections, Van Eyll is also working with Orono staff to help prepare for elections accommodations, as the City of Orono uses Fire Station 1 for a polling place. He reported that Long Lake City Hall and Public Works staff had been working to obtain a plexiglass barrier for the front desk area that will allow citizens to come in and interact with staff through an opening.

He is continuing to work with area Fire Departments as they evaluate how COVID-19 is affecting firefighter response and experiencing upticks in calls. The local lakes area is not seeing a significant uptick in calls currently. Van Eyll has worked with local congregate care facilities to have COVID-19 response plans in place. Fire Department PPE remains in good supply. The Department has experienced some cases of firefighters being exposed to COVID-19 from individuals outside the Department, and when exposed, firefighters have been tested. One firefighter learned they had been exposed just after coming in contact with 14 other firefighters in training. In that small group firefighter training session, COVID-19 screening had been implemented and participating firefighters were wearing masks, so hopefully any further exposure was mitigated.

With the Governor allowing outdoor social gatherings in groups of up to 25, the Fire Department is looking at potentially stopping the birthday driveby parades at the end of June. Currently, the Department is getting requests for four to five birthday drivebys on weekends, and it is getting more difficult to get volunteers to give up a beautiful Saturday afternoon.

Council member Kvale noted that the City's COVID-19 Preparedness Plan mentioned that visitors to City buildings will be encouraged to wear a face mask. Van Eyll indicated that the reason a plexi shield will be installed at City Hall will be to protect staff from those who choose not to put a face mask on, and signs will be posted stating that face masks are strongly encouraged.

Diercks raised the issue of whether or not to turn on water fountains in the City's parks. Van Eyll indicated he had not checked on whether or not that was advisable, but he would look into it and offer a recommendation.

Verbal Updates From Public Works Director

Public Works Director Diercks provided updates and responded to Council questions, discussing the following:

Spray patching will begin next Monday, and the contractor was able to add Orchard Circle and Meadow Lane in their project scope while remaining under the do not exceed contract amount authorized by Council. On the subject of patching, Public Works has one more watermain break patching area left to finish on Industrial Boulevard W.

Public Works have been watering hanging flower baskets each day as their pots are empty daily, and staff will continue to be vigilant to make sure they stay in tip-top shape.

A new donated park bench with plaque will be installed in Nelson Lakeside Park by the beach, and another one will be coming soon.

Staff will soon be starting work on the drainage project by Meadow Lane and Orchard Lane.

Following up on discussion from the last Council meeting, Mayor Miner asked whether Council members Dyvik or Jerde had any updates regarding discussions with Hennepin County regarding the condition of plantings along CR 112. Council member Dyvik had not yet corresponded with the County about the weed conditions by the date of the meeting. Diercks stated that staff had mowed the boulevard the previous week with the mower deck left as high as it could be. When Mayor Miner questioned who had mowed the area across from Lindawood Lane, noting it had been mowed quite low, Diercks said that it was mowed by both Orono and Hennepin County. Responding to a request from Council member Skjaret about weeds in the ditch across from Birch's blocking sight lines, Diercks confirmed mowing the ditch was the County's responsibility and they had just mowed it the previous week.

Mayor Miner added that he'd heard the swim buoys were in at the beach and the swimming area was ready to go for summer. Diercks confirmed the buoys were in, noting that Public Works has been very, very busy.

Council member Dyvik questioned whether there had been any activity on the establishment of a garden club. City Clerk Moeller had assisted Long Lake Garden Club volunteer coordinator Anita Secord in preparing a flier, creating a club logo, and setting up an email account for club use. The flier had been circulated and Ms. Secord has already received some responses. Her initial focus is for the club to assist in weeding around the City monument signs, and working with Public Works to help maintain plantings.

OTHER BUSINESS

Thank You to Park and Trail Users – Council member Skjaret noted that with so many people at home, it seems as if the City's parks and trails are being utilized heavily; however, though he has seen many people, he has seen very little trash left behind. He thanked everyone for taking care of the City's shared areas they're using. Council member Dyvik added that it was great to see the trails being used as much as they have been.

Flower Baskets – Council member Dyvik stated that he was sorry to hear the flower baskets were as thirsty as they are, but added that they are really beautiful this year. He indicated staff could perhaps provide feedback to the grower for next year that maybe some "less thirsty" plants could be used in the baskets.

Fishing Along Shoreline Trail – Council member Dyvik had exchanged communication with Kristy Morter at Hennepin County. Ms. Morter had reviewed the shoreline trail area and expressed comfort with the no trespassing signage that the City had installed to prevent people from climbing along the bank to fish. During her visit, she had not observed anyone fishing there. Council member Dyvik and Mayor Miner both confirmed they had not witnessed anyone fishing in the area recently as well.

Staff Assistance to Restaurants – Mayor Miner thanked staff for working with the City's restaurants, assisting them through the permitting process for outdoor spaces so they could open for business.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:32 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk